

**Subject:** LAFD Permit for Annual Westchester Halloween Town Fair Event

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Welcome Back From Vacation Alan (on August 30)...

I wanted to contact you early and introduce the Westchester Town Center Business Improvement District's annual Westchester Town Fair event. In the past we have always worked very well with Mike Nealy and we want to continue that success with you. Tell us what you want and it will be done!

The event will be conducted primarily on October 22; it begins at 11:00 AM and ends at 6:00 PM. There will be set-up conducted on Friday October 21 and some clean-up take-down conducted on Sunday October 23. Part of our event is the Fire House Chili Cook-Off. It is a family fair event including rides and games, a petting zoo, crafts for children, a pumkin patch, entertainment, food, face painting, and similar activities. When we meet I will give you a site plan for the day's activities if I haven't emailed it before that time.

Attached to this email is a copy of our Temporary Special Event Permit materials. The Permit # is 11410-90000-01749. I'll send you a copy of that too; as soon as the City sends it to me.

We look forward to meeting you soon. I may be contacted at 310-417-9030. Thank you.

— Attachments: —

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Temporary Special Event Permit 110819.pdf

112 KB